



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

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May 06, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
AS-NEEDED GENERAL ENGINEERING CONSULTANT SERVICES
VARIOUS COUNTY PROJECTS
AWARD CONSULTANT SERVICES AGREEMENTS
ALL DISTRICTS
(3 VOTES)**

SUBJECT

This action is to approve ten consultant services agreements for a not-to-exceed fee of \$1 million each for as-needed general engineering consultant services for a 3 year term plus two 1-year extension options each.

IT IS RECOMMENDED THAT THE BOARD:

1. Award and authorize the Director of Public Works, or her designee, to execute consultant services agreements with JCE Structural Engineering Group, Inc.; Wayne C. Siu Architects; API Consultants; La Canada Design Group, Inc.; John T. Chan Architects, Inc., doing business as JTC Architects, Inc.; J.C. Chang & Associates, Inc.; IDS Group, Inc.; Owen Group, Inc., a Nevada Corporation; Psomas; and STV Incorporated, to provide as-needed general engineering consultant services for various County projects for a 3 year term plus two 1-year extension options for each firm. The consultant services agreements shall be for a maximum, not-to-exceed amount of \$1 million each for a combined total of \$10 million. The term of each consultant services agreement shall commence on the date of the full execution of the contract unless otherwise modified and shall extend for a period of three years from such commencement date.

The expiration of the consultant services agreement is subject to the following condition: Where services for a given project have been authorized by the County, but are not completed by the

consultant prior to the stated expiration date, the expiration date will be automatically extended solely to allow for the completion of such services.

2. Delegate authority to the Director of Public Works, or her designee, to supplement the initial not-to-exceed amount of \$1 million for any of the above-referenced ten agreements by up to 10 percent per amendment based on workload requirements. The aggregate amount, per agreement, of such amendments shall not exceed 25 percent of the original contract amount.

3. Delegate authority to the Director of Public Works, or her designee, to exercise the two 1-year extension options on the above-referenced ten agreements at the discretion of the Director of Public Works, or her designee, based upon the level of satisfaction with the services provided.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended consultant services agreements will augment the Department of Public Works' (Public Works) ability to rapidly provide as-needed general engineering consultant services for relatively small projects and provide supplemental general engineering consultant services for in-house design and design review to expand the breadth of available expertise and the ability to meet project schedules during peaks in workload.

The recommended as-needed general engineering consultant services agreements will expand Public Works' ability to deliver any renovations/improvements efficiently to various County buildings, various Public Works facilities, and County capital projects, and provide design and design review services within desired timeframes.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by the use of as-needed consultant services agreements to better manage fluctuations and increases in workload while providing quality services in a responsive manner to our clients.

FISCAL IMPACT/FINANCING

No direct impact to the County's General Fund is expected from this action. Sufficient funds to finance work orders for these agreements are included in the Public Works' Internal Service Fund-Capital Project Management Program Budget.

Expenditures for the subject services incurred by the Public Works Internal Service Fund-Capital Project Management Program will be reimbursed through approved individual project budgets.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, in the form previously approved by County Counsel, will be used. The consultant services agreements will be in compliance with the Chief Executive Officer's and the Board's requirements.

The consultant services agreements will contain terms and conditions supporting the Board's ordinances, policies, and programs, including but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy

No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The consultant services agreements include a cost-of-living adjustment provision in accordance with the Board policy, which was approved on January 29, 2002.

ENVIRONMENTAL DOCUMENTATION

The proposed action is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action, to award as-needed agreements for general engineering consultant services for in-house design and design review, is an administrative activity of government, which will not result in direct or indirect changes to the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation pursuant to CEQA prior to the implementation of any activities recommended as a result of the services provided under the agreements that constitute a project under CEQA.

CONTRACTING PROCESS

On July 8, 2013, Public Works issued a Request for Proposals (RFP) for as-needed general engineering consultant services. The RFP was posted on both the County's "Doing Business with Us" and Public Works' "Contract Opportunities" websites. Copies of the websites postings are enclosed for your reference.

The RFP allowed firms to compete as primes in one of three categories: small, medium, or large-size firms. Each firm was requested to certify its own size, based on its number of personnel, for competition with other firms in the same size category. The RFP stated that a total of ten firms would be awarded as follows: five small-size firms (with 25 or fewer personnel), three medium-size firms (with 26 to 75 personnel), and two large-size firms (with over 75 personnel).

On September 16, 2013, 23 firms submitted proposals. An evaluation committee, consisting of Public Works' technical staff, evaluated the proposals and conducted interviews with the top ranked proposers as outlined in the RFP. The selected firms represent the best-qualified firms from each size category to provide the required services based upon their technical expertise, proposed work plan, experience, personnel, qualifications, and understanding of the work requirements. The following firms were selected without regard to race, creed, color, or gender: small-size category - JCE Structural Engineering Group, Inc.; Wayne C. Siu Architects, Inc.; API Consultants; La Canada Design Group, Inc.; and JTC Architects, Inc.; medium-size category - J.C. Chang & Associates, Inc.; IDS Group, Inc.; Owen Group, Inc., a Nevada Corporation; and large size category - Psomas; and STV Incorporated. Public Works has determined that the firms' proposed rates for performing the services are reasonable.

The Honorable Board of Supervisors

5/6/2014

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The ten selected firms' Community Business Enterprises participation data and 3-year contracting histories are on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended contracts.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services agreements. These consultant services agreements will provide necessary as-needed general engineering consultant services to support various County projects in an efficient manner, enhancing the delivery of County Capital projects.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division, and the Department of Public Works, Architectural Engineering Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', followed by a stylized flourish and a horizontal line extending to the right.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
SW:RB:rp

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Public Works

Bid Detail Information

Bid Number : AED7739876
Bid Title : As-Needed General Engineering Consultant Services
Bid Type : Service
Department : Public Works
Commodity : CONSULTING SERVICES - ENGINEERING
Open Date : 7/8/2013
Closing Date : 9/16/2013 5:00 PM
Bid Amount : \$ 1,000,000
Bid Download : Not Available
Bid Description : The County of Los Angeles Department of Public Works is requesting proposals from qualified firms to provide as-needed general engineering consultant services for various locations throughout Los Angeles County. You must REGISTER for this specific project (in addition to other County registrations) at the County of Los Angeles Department of Public Works website: <http://dpw.lacounty.gov/general/contracts/opportunities/> Select "As-Needed General Engineering Consultant Services" and REGISTER using facebook, google, yahoo, etc. Your firm's name will appear on the list if properly registered. Continue to check this website for this project for any updates. A NOTICE TO PROPOSERS "A" was posted on August 12, 2013. A NOTICE TO PROPOSERS "B" was posted on August 14, 2013. There are no preproposal meetings scheduled. Please E-mail any questions to CWONG@dpw.lacounty.gov.

To obtain a copy of the RFP and NOTICE TO PROPOSERS A and B [Click here](#) Select Status: Open with the down arrow.
Contact Name : Cheryl Wong
Contact Phone# : (626) 300-2330
Contact Email : CWONG@dpw.lacounty.gov
Last Changed On : 8/14/2013 3:49:11 PM

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[Doing Business with DPW](#) > Project Summary

PROJECT SUMMARY

Project ID: AED7739876

Project Name: As-Needed General Engineering Consultant Services

Scope of Services: The County of Los Angeles Department of Public Works is requesting proposals from qualified firms to provide as-needed general engineering consultant services for various locations throughout Los Angeles County. You must REGISTER for this specific project (in addition to other County registrations) at the County of Los Angeles Department of Public Works website: <http://dpw.lacounty.gov/general/contracts/opportunities/>. Select "As-Needed General Engineering Consultant Services" and REGISTER using facebook, google, yahoo, etc. Your firm's name will appear on the list if properly registered. Continue to check this website for this project for any updates. A NOTICE TO PROPOSERS "A" was posted on August 12, 2013. There are no preproposal meetings scheduled. A NOTICE TO PROPOSERS "B" was posted on August 14, 2013. Please E-mail any questions to CWONG@dpw.lacounty.gov.

RFP Issue Date: 7/8/2013

Proposal Due Date: 09/16/2013 05:00 PM

Contact Person: **Name:** Cheryl L Wong
Phone: 626-300-2330
Email: [Click Here](#)

Estimate: \$1,000,000